



RESOURCE AND PATIENT MANAGEMENT SYSTEM

EHR Outpatient Onsite Setup

Agenda

November 6-8, 2012

Office of Information Technology (OIT)
Division of Information Resource Management
Albuquerque, New Mexico

&

American Indian Health Services

Chicago, IL

Resource Patient Management System Electronic Health Record Clinical Application Coordinator & Implementation Team Onsite “RPMS EHR Setup”

Background

The RPMS Electronic Health Record (RPMS-EHR) is a new suite of software applications designed to move most clinical transactions from paper-based to an electronic environment. The EHR uses upgrades of existing RPMS applications and clinical data, but provides a graphical user interface (GUI) that facilitates access to and direct entry of this data by clinical users. The two most significant clinical enhancements provided by the EHR are the direct entry of orders (pharmacy, laboratory, radiology, nursing, etc.) by providers, and the on-line documentation of clinical encounter notes. In addition, the EHR will make clinical decision support tools available to providers at the point of care, and will make the medical record immediately accessible to all authorized users.

Implementation of an electronic medical record at any health care organization is a complex and lengthy process, requiring preparation and changes in essentially all areas of a medical facility. Rolling out an electronic record system at any facility will require a considerable training effort at the time of implementation, as well as an ongoing program of training and support.

Purpose

The Clinical Application Coordinator (CAC) and members of the RPMS-EHR implementation team provide ongoing operational support for certain RPMS packages that comprise and/or interface with the Electronic Health Record. This onsite technical consultation will provide CACs, Pharmacy Package Administrators, Laboratory Package Administrators, Clinical Champions, Medical Record Administrators, Data Entry Operators, Business Office Professionals, Site Managers and other Implementation Team members with the opportunity to both setup and configure the Electronic Health Record for use at their facility.

For this reason, the “Onsite EHR Setup” technical consultation incorporates the principles, practices, and techniques of adult education. The site is expected to setup a computer training room for this week. All members of the “Implementation Team” are expected to be available and participate for the entire week. The Implementation Team should include representation from (a) Medical Staff (b) Nursing (c) Pharmacy; (d) Laboratory and Radiology; (e) Medical Records; (f) Information Technology; (g) Coding and Data Entry; and (h) Business Office.

Tentative Schedule, Goals, and Objectives:

EHR Outpatient Setup Tentative Schedule

Day 1	Day2	Day 3
9:00 AM - 11:00 AM Introductions and EHR Team Presentations of Site Tracking Record Progress Meaningful Use Overview (EHR& Administration) 11:00 AM - 12:00 PM Begin Walk-Through <ul style="list-style-type: none"> Demo Patient Check-In 	9:00 AM - 12:00 PM Basic EHR Setup <ul style="list-style-type: none"> Review PCC Master Index Control, all package links activated – (Primary CAC and IT CAC) TIU User Classes – (Primary CAC and HIM Co-CAC rest of AM) Security Keys OE/RR Note Titles Business Rules TIU Parameters 	9:00 AM - 12:00 PM Continue EHR Setup <ul style="list-style-type: none"> Review Templates (Primary CAC and Physician) Review Picklists and Superbills (CPT and ICD-9 Coders or Data Entry, Business Office Co-CACs) Vuecentric Template – (Primary CAC and Co-CAC) Health Summaries and Reports (Primary CAC and Co-CAC)
12:00 PM - 1:00 PM LUNCH	12:00 PM - 1:00 PM LUNCH	12:00 PM - 1:00 PM LUNCH
1:00 PM - 5:00 PM Continue Walk-Through <ul style="list-style-type: none"> Demo Patient Screening Medical Visit Laboratory Services Radiology Services Pharmacy Services Identify Ancillary Services - PT, Specialty Clinics, CHS Med Rec & Data Entry 3PB – Patient Business (Core EHR Team) 	1:00 PM - 2:00 PM <ul style="list-style-type: none"> Notifications Configuration – (Primary CAC, Physician) Order Check Configuration – (Primary CAC, Physician, Pharmacist Co-CAC) 3:00 PM – 5:00 PM <ul style="list-style-type: none"> Remaining Master EHR Parameter Configuration and network (Primary CAC and Co-CACs) Identify In-house Consult Services, teams, and network printer names – (Primary CAC and designated Co-CACs) 	1:00 PM - 5:00 PM Notifications Configuration – (Primary CAC, Physician, Pharmacist Co-CAC) 1:00 PM - 5:00 PM Review Walk-Through EHR Parameters – (Primary CAC and Administration) <ul style="list-style-type: none"> EHR Team and Consultants Meani Develop EHR Implementation Plan and Closeout (Primary CAC and Co-CACs) Review Action Plan for EHR and Meaningful Use – (Local MU Coordinator, Primary CAC, Team, and Administrator)

<p>Needed Materials & Equipment:</p> <ul style="list-style-type: none"> • Flip Chart & Markers • Tape or method to display flip chart pages 	<p>Needed Materials & Equipment:</p> <ul style="list-style-type: none"> • Flip Chart & Markers • LCP Projector & Screen • PC or Laptop with access to internet CAC • Not required but convenient Network printer in setup room 	<p>Needed Materials & Equipment:</p> <ul style="list-style-type: none"> • Flip Chart & Markers • LCP Projector & Screen • PC or Laptop with access to internet CAC PC or Laptops for other EHR Team Members
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